GP15: Reviewing Retiree Deduction Rates

In this Guided Practice, you will learn how to access and review retiree insurance rates.

Reviewing your plan's insurance rates

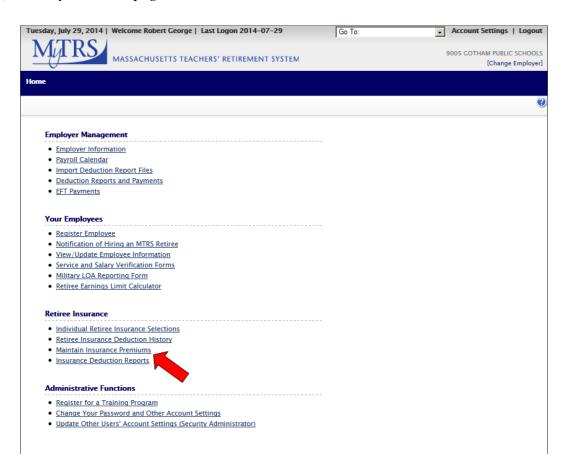
The Maintain Insurance Premiums screen enables users to view the employer's retiree plan information and monthly premium cost for the employer's retirees.

It is important to note that new plan options and global rate changes **need to be entered by the MTRS**. Global premium changes should be sent to the Insurance Updates e-mail address using the MTRS Group Rate Premium Change form, which can be downloaded from our website under Employers > Non-MyTRS employer forms > Reporting retiree insurance changes. The MTRS reserves the right to cancel or change any deduction option in MyTRS.

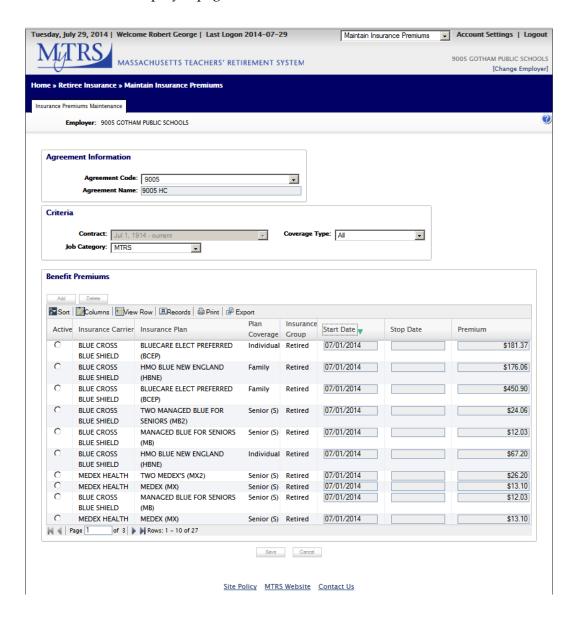
Note: This information can also be exported from the **Insurance Deduction Reports** page.

To review your rates, follow these steps:

1) From your home page, click **Maintain Insurance Premiums**.



2) The insurance plans and premiums will display. All of the content on this page is readonly for employers. Any updates needed to this information must be e-mailed to the Insurance Updates e-mail box address the MTRS Group Rate Premium Change form available on the employer page of the MTRS website.



Note: Your plan information can be sorted by clicking on any of the headers on the grid or by using the export option in the toolbar to export your information into Excel.

You have completed this Guided Practice.